

Department of Administrative Services – Human Resources Enterprise (DAS-HRE)
Internship Development Program Application

Name _____ Social Security # _____
last first mi

Present Address _____ () _____
phone

Permanent Address _____ () _____
phone

Education

College/University _____ Major _____

Degree Program (circle one) A.A. B.A. M.A. Ph.D. Completion Date _____

Coursework related to internship _____

References _____

Internship Instructions

Submit this completed form plus a letter from your counselor or advisor stating 1) your major area of study, and 2) if this internship is for credit towards a program or needed for work experience. If for credit, outline the goals and objectives for the internship.

This internship is for credit towards a degree program: Yes ☐ No ☐ For Pay: Yes ☐ No ☐

This application is valid until your graduation date or until you notify DAS-HRE asking the application be withdrawn.

Date available to begin internship: _____ Applicaan Signature _____

Date of application _____

EEO/AA Data Survey

Iowa state government is committed to the principles of Equal Employment Opportunity and Affirmative Action. To evaluate the success of our EEO/AA program, we must collect information about job applicants. Please share some information about yourself to assist us in doing this. This information is used only for program evaluations and reporting requirements, and is removed before your application is processed.

PLEASE WRITE YOUR NUMBERED RESPONSES TO ITEMS A THROUGH C IN THE CORRESPONDING BOXES.

- | | A | B | C |
|--|--------------------------|--------------------------|--------------------------|
| A. What sex are you? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 0. Male | | | |
| 1. Female | | | |
| B. Of which racial/ethnic group do you consider yourself a member? | | | |
| 0. White: Origins in any of the original peoples of Europe, North Africa, or the Middle East. | | | |
| 1. Black: Origins in any of the black racial groups. | | | |
| 2. Asian/Pacific Islander: Origins in the original peoples of the Far East, Southeast Asia, Indian Subcontinent, or the Pacific Islands. | | | |

3. Native American/Alaskan Native: Origins in any of the original peoples of North America who maintain cultural identification through tribal affiliation or community recognition.
4. Latino: Persons of Mexican, Puerto Rican, Cuban, Central regardless of race.
5. Declined to respond.
- C. Do you have a disability that is a physical or mental impairment that substantially limits one or more major life activities; do you have a record of such an impairment; or are you regarded as having such an impairment?**
0. No
1. Yes
2. Declined to respond.

PLEASE COMPLETE REVERSE SIDE

Submit your completed application to:
Iowa Department of Administrative Services – Human Resources Enterprise
Grimes State Office Building, Des Moines, Iowa 50319-0150
You may contact the Internship Program Coordinator by calling (515) 281-6480.